

United States District Court for the Southern District of Ohio

Cover Sheet for Bar Application

Applying for Admission

When You HAVE Previously Attended the
Ohio Southern District Practice Seminar

- (1) Complete this cover sheet.
- (2) Complete Application for Admission.
- (3) Attach cover sheet and proof of attendance at the practice seminar (e.g., Supreme Court of Ohio CLE printout) to your application for admission.
- (4) Submit cover sheet, Application for Admission, proof of attendance, and admission fee to the Clerk's Office in the city in which you will be sworn in.

Name: _____

Circle the city in which you previously
attended the seminar:

Cincinnati

Columbus

Dayton

List the date you attended the seminar:

Applying for Admission

When You Have NOT Previously Attended
the Ohio Southern District Practice Seminar

- (1) Complete this cover sheet.
- (2) Complete Application for Admission.
- (3) Attach cover sheet to your Application for Admission.
- (4) Submit cover sheet, Application for Admission, and admission fee to the Clerk's Office in the city in which you will be sworn in.
- (5) Register with the Federal Bar Association for the practice seminar.

Name: _____

Circle the city in which you will attend the
seminar:

Cincinnati

Columbus

Dayton

List the date you will attend the seminar:

- Applications for admission to the Bar must be received by the Court by the deadline listed on the "Attorney Information" page on the Court's website:
<http://www.ohsd.uscourts.gov/attorneyinfo.htm>
- Late applications will not be accepted. Incomplete applications will be rejected.
- If you are a new lawyer and do not yet have your Ohio Bar Number, you may still submit your Application for Admission to the Bar without that information.
- Note that registering for the seminar and applying for admission to the Bar are different. Each requires separate forms and separate payments.
- The Court's website contains answers to frequently asked questions on the "Attorney Information" page. Direct any additional questions regarding the application process or the swearing in ceremony to the Clerk's Office in the city in which you seek to be admitted.

For Official Use Only

Date Fee Paid: _____

Date Certificate Issued: _____

Oath Administered on: _____

Date Entered into CM/ECF Database: _____

UNITED STATES DISTRICT COURT
SOUTHERN DISTRICT OF OHIO**APPLICATION FOR ADMISSION TO THE BAR**

PRINT NAME _____

Please print your name as you want it to appear on your Admission Certificate and as you wish it to be registered in the Court's Case Management/Electronic Case Files System ("CM/ECF").

FIRM or BUSINESS NAME _____

BUSINESS ADDRESS _____

BUSINESS PHONE _____ FAX _____

BUSINESS EMAIL ADDRESS _____

(The above information will be used for registration in this Court's electronic filing system. A login ID and password will be provided to you shortly after you are admitted to practice in the Southern District of Ohio. Electronic filing is mandatory in this district.)

ALTERNATE ADDRESS _____

ALTERNATE PHONE(S) _____

ADMISSION DATE OHIO BAR _____ OHIO BAR NUMBER _____

HAVE YOU EVER CHANGED YOUR NAME OR BEEN KNOWN BY ANY OTHER NAME OR SURNAME?

YES ____ NO ____

IF YES, GIVE NAME AND PROVIDE DETAILS

HAVE YOU EVER BEEN DISBARRED OR SUSPENDED FROM PRACTICE BEFORE ANY COURT, DEPARTMENT, BUREAU, OR COMMISSION OF ANY STATE OR THE UNITED STATES, OR HAVE YOU RECEIVED ANY REPRIMAND FROM ANY COURT, DEPARTMENT, BUREAU, OR COMMISSION PERTAINING TO YOUR CONDUCT OR FITNESS AS A MEMBER OF ANY BAR?

YES ____ NO ____

IF YES, PROVIDE DETAILS

I hereby declare, under penalty of perjury, that the above statements are truthful and complete to the best of my knowledge. (28 USC § 1746)

SIGNED: _____ Date: _____

CERTIFICATION OF TWO SPONSORS

We, the undersigned members of the bar of the United States District Court for the Southern District of Ohio, do hereby certify that we are personally acquainted with the above-named applicant.

We further state that he/she is of good standing in the profession, is of good moral character, is otherwise qualified, and in our judgment is a suitable and proper person to be admitted to the bar of this Court.

PRINT NAME OF REFERRING ATTORNEY _____ Bar # _____

SIGNATURE OF REFERRING ATTORNEY _____

PRINT NAME OF REFERRING ATTORNEY _____ Bar # _____

SIGNATURE OF REFERRING ATTORNEY _____

INCLUDE THE FOLLOWING WITH YOUR APPLICATION:

- Cover Sheet for Bar Application
- Current fee for admission (make checks payable to CLERK, U.S. DISTRICT COURT). The current fee for your Application for Admission can be found on the Court's webpage at <http://ohsd.uscourts.gov/feeschedule.htm>.
- Proof of Completion of the Federal Practice Seminar, if applicable. Proof is required **ONLY** if you have already attended the Federal Practice Seminar prior to submitting your application for admission.